

**2002
ANNUAL PLAN**

**HOUSING AUTHORITY OF KANSAS
CITY, MISSOURI**

Annual PHA Plan
PHA Fiscal Year 2002
[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

☒ **Standard Plan**

Streamlined Plan:

- ☐ **High Performing PHA**
- ☐ **Small Agency (<250 Public Housing Units)**
- ☐ **Administering Section 8 Only**

☐ **Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

EXECUTIVE SUMMARY

The Housing Authority of Kansas City, Missouri is pleased to submit the following Annual Plan in compliance with the Quality Housing and Work Responsibility Act of 1998. HUD Final Rule Docket No. FR-4420-F-05 (the Final Rule) requires that a PHA Annual Plan include the 18 separate components listed on pages one and two of the annual plan template.

The following document is separated as the table of content states, into 18 sections, followed by a number of attachments, as required by the annual plan template. It is important to note that the Admissions and Continuing Occupancy Plan (ACOP) will be released under separate cover at the appropriate time.

A table of contents for the Annual Plan is on page one and two of the plan. Also on page two of the plan is a listing of relevant attachments for the Annual Plan. Attachment A is the Admissions Policy for Deconcentration; Attachment B is the FY 2002 Capital Fund Program Annual Statement and Five Year Action Plan; Attachment C is the most recent Receiver-approved operating budget; Attachment D is the PHA Management Organizational Chart; Attachment E takes the place of the Resident Services Program template piece; Attachment F is the required report on the status of the Public Housing Drug Elimination Program (PHDEP); Attachment G is the statement regarding the Resident Membership of the Governing Board; Attachment H is the Annual Pet Policy Summary; Attachment I is the Membership of the Resident Advisory Board and Attachment J is the HAKC Community Services Description.

HAKC Annual Plan 2002

It is the purpose of the Annual Plan to demonstrate how HAKC will meet the requirements of the 18 components listed on pages one and two as well as continue to address HUD's four strategic goals as defined in the Final Rule in relation to the Five-Year Plan from the period January 1, 2001 to December 31, 2005.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- ☒ Admissions Policy for Deconcentration **A** (MO002a1)
- ☒ FY 2002 Capital Fund Program Annual Statement **B** (MO002b1)
- ☒ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY) **C** (MO002c1)

Optional Attachments:

- ☒ PHA Management Organizational Chart **D** (MO002d1)
- ☒ FY 2002 Capital Fund Program 5-Year Action Plan **B** (MO002b1)
- ☒ Public Housing Drug Elimination Program (PHDEP) Plan **F** (MO002f1)
- ☒ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) **K** (MO002k1)
- ☒ Other (List below, providing each attachment name)
 - Resident Services and Programs **E** (MO002e1)
 - Resident Membership of the Governing Board **G** (MO002g1)
 - Pet Policy Summary **H** (MO002h1)
 - Membership of the Resident Advisory Board **I** (MO002i1)
 - Community Services Description **J** (MO002j1)
 - Response to Resident Advisory Board Comments on Plan **K** (MO002k1)
 - Resolution that amends the fiscal year 2001 Annual Plan **L** (MO002l1)
 - Post Governance Working Group Recommendations Report **M** (MO002m1)

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is	5 Year and Annual Plans

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance</i> ; Notice and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard)	Annual Plan: Rent

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	policies <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan	Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation.	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
X	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> Check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type (All)	Overall	Afford- ability	Suppl y	Quality	Access- ibility	Size	Loca- tion
Income <= 30% of AMI	28,633	5	4	3	4	5	4
Income >30% but <=50% of AMI	21,362	4	4	3	3	3	3

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type (All)	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income >50% but <80% of AMI	33,582	4	4	3	3	3	2
Elderly	28,213	5	2	2	2	2	2
Families with Disabilities	1617	3	4	3	3	3	4
All families	177,157						
White	123,095						
Afro-American	46,339						
Hispanic	5179						

The statement of housing needs was based upon an analysis of the Comprehensive Housing Affordability Strategy (CHAS) dataset. The overall needs column reflects the housing needs of the renter families in the HAKC service area (see the housing needs table dated 1990-2002, Kansas City, MO for verification of consistency). In rating factors of affordability, supply, quality, accessibility, size and location from 1 to 5, all market factors in the CHAS report were analyzed (table 1C all household races). These factors included neighborhood quality, HAKC development quality and size, rent, income, waiting list profile, housing stock, homelessness and other federally assisted housing availability.

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ Consolidated Plan of the Jurisdiction/s
Indicate year: 2001 Kansas City, MO
- ☒ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- ☐ American Housing Survey data
Indicate year:
- ☐ Other housing market study
Indicate year:
- ☐ Other sources: (list and indicate year of information)

B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Public Housing Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
As of 07/27/01	# of families	% of total families	Annual Turnover
Waiting list total	7963		274
Extremely low income <=30% AMI	7066	88.7	
Very low income (>30% but <=50% AMI)	787	9.9	
Low income (>50% but <80% AMI)	110	1.4	
Families with children	5285	66.4	
Elderly families	223	2.8	
Families with Disabilities	652	8.2	
White	338	3.80	
Afro-American	6206	80.2	
Asian	172	1.93	
Hispanic	1082	12.1	
Native American	82	0.92	
Other	83	0.93	

Housing Needs of Families on the Public Housing Waiting List			
Characteristics by Bedroom Size (Public Housing)			
0 BR	688	9	
1 BR	3244	41	
2 BR	2305	29	
3 BR	1333	17	
4 BR	326	4	
5 BR	58	1	
5+ BR	9	.89	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Section 8 Waiting List			
Waiting list type: (select one) <input checked="" type="checkbox"/> Section 8 tenant-based assistance <input type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
As of 08/01/00	# of families	% of total families	Annual Turnover
Waiting list total	6333		905
Extremely low income <=30% AMI	6010	94.9	
Very low income (>30% but <=50% AMI)	306	4.8	
Low income (>50% but <80% AMI)	17	0.3	
Families with children	4389	69.3	
Elderly families	217	3.4	

Housing Needs of Families on the Section 8 Waiting List			
Families with Disabilities	599	9.5	
White	786	11.9	
Afro-American	4755	76.0	
Asian	119	1.80	
Hispanic	548	8.32	
Native American	53	0.80	
Other	72	1.09	
Characteristics by Bedroom Size (Public Housing Only)			
0BR			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

C. Strategy for Addressing Needs

The Housing Authority of Kansas City, Missouri will continue to address the housing needs of families in the upcoming year by continuing its purpose of establishing and maintaining high quality housing stock. We will continue to develop mixed income communities and completely rehabilitate developments as needed. The HAKC will strive to increase its Section 8 housing base by improving landlord-tenant relations and by performing market studies to promote public housing to working households. The HAKC chooses this strategy because we feel that these goals will provide the most responsive and quality contribution to the housing requirements of the people of Kansas City.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- ☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☒ Reduce turnover time for vacated public housing units
- ☒ Reduce time to renovate public housing units
- ☒ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☐ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☒ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☒ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- ☒ Apply for additional section 8 units should they become available
- ☒ Leverage affordable housing resources in the community through the creation of mixed - finance housing
- ☒ Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30 % of AMI

Select all that apply

- ☒ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☒ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☒ Employ admissions preferences aimed at families with economic hardships

- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- ☒ Employ admissions preferences aimed at families who are working
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- ☐ Seek designation of public housing for the elderly
- ☐ Apply for special-purpose vouchers targeted to the elderly, should they become available
- ☐ Other: (list below)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- ☐ Seek designation of public housing for families with disabilities
- ☒ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☒ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- ☒ Affirmatively market to local non-profit agencies that assist families with disabilities
- ☐ Other: (list below)

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

- ☒ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- ☐ Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- ☒ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- ☒ Market the section 8 program to owners outside of areas of poverty /minority concentrations
- ☐ Other: (list below)

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☒ Funding constraints
- ☒ Staffing constraints
- ☒ Limited availability of sites for assisted housing
- ☒ Extent to which particular housing needs are met by other organizations in the community
- ☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- ☐ Influence of the housing market on PHA programs
- ☐ Community priorities regarding housing assistance
- ☒ Results of consultation with local or state government
- ☒ Results of consultation with residents and the Resident Advisory Board
- ☒ Results of consultation with advocacy groups
- ☐ Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2002 grants)		
a) Public Housing Operating Fund	3,582,922.00	
b) Public Housing Capital Fund	0.00	
c) HOPE VI Revitalization		
HOPE VI Revitalization – '93	5,856,700.00	
HOPE VI Revitalization n – '96	1,100,000.00	
HOPE VI Revitalization – '97	500,000	
TOTAL	11,039,622	
d) HOPE VI Demolition	0.00	
e) Annual Contributions for Section 8 Tenant-Based Assistance	27,891,593.00	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	334,666.00	
g) Resident Opportunity and Self-Sufficiency Grants	0.00	
h) Community Development Block Grant	0.00	
i) HOME	0.00	
Other Federal Grants (list below)		
Comprehensive Grant 501	2,999,386.00	Capital Improvements
2. Prior Year Federal Grants (unobligated funds only) (list below)		
6J PH Technical Assistance Grant	90,874.11	Housing Operations
Apprenticeship Demonstration Grant	0.00	Supportive Services
PH Drug Elimination Grant '97	0.00	Safety/ Security
PH Drug Elimination Grant '98	0.00	Safety/ Security
Resident Uplift/Economic Development Grant	162,211.93	Supportive Services
Economic Development & Support Services Grant	26,738.89	Supportive Services
Elderly Services	77,221.37	Supportive Services
Comprehensive Grant Program	5,715,279.70	Capital Improvements
Development Grant – Turnkey (35)	0.00	Capital Improvements
Development Grant – Scattered Site (36)	0.00	Capital Improvements

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
3. Public Housing Dwelling Rental Income	2,120,019.00	Housing Operations
4. Other income (list below)		
Other income	172,000.00	Various Sources
Section 8 Administrative Fees Earned	2,864,106.00	Section 8 Supportive Services
5. Non-federal sources (list below)	0.00	
Bond Proceeds	2,761,625.00	
Total resources	56,255,340.00	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- ☒ When families are within a certain number of being offered a unit: 50-100
☐ When families are within a certain time of being offered a unit: (state time)
☐ Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- ☒ Criminal or Drug-related activity
☒ Rental history
☒ Housekeeping
☒ Other (describe) Debts owed to PHA

- c. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2)Waiting List Organization

- a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- ☒ Community-wide list
- ☐ Sub-jurisdictional lists
- ☐ Site-based waiting lists
- ☒ Other (describe) Site-based preferences

- b. Where may interested persons apply for admission to public housing?

- ☒ PHA main administrative office
- ☒ PHA development site management office
- ☐ Other (list below)

- c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?

2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists?

3. ☐ Yes ☐ No: May families be on more than one list simultaneously
If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- ☐ PHA main administrative office
- ☐ All PHA development management offices
- ☐ Management offices at developments with site-based waiting lists
- ☐ At the development to which they would like to apply
- ☐ Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- ☒ One
☐ Two
☐ Three or More

b. ☒ Yes ☐ No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

☒ Yes ☐ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- ☒ Emergencies
☐ Overhoused
☒ Underhoused
☒ Medical justification
☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
☒ Resident choice: (state circumstances below)
☐ Other: (list below)

Desegregation – Pursuant to a Consent Decree, HAKC promotes voluntary inter project and intra project transfers to maximize desegregation efforts.

c. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☒ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☒ Victims of domestic violence
- ☒ Substandard housing
- ☒ Homelessness
- ☒ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☒ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in the jurisdiction
- ☒ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☒ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

3 Date and Time

Former Federal preferences:

- 1 Working Families and those unable to work because of age disability until 40% of units are occupied by working households
- 2 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 2 Victims of domestic violence
- 2 Substandard housing
- 2 Homelessness
- 2 High rent burden

Other preferences (select all that apply)

Working families and those unable to work because of age or disability

- 1 (until 40% of units are occupied by working households, then equal to former Federal preferences)
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in the jurisdiction
- 2 Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- 2 Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- ☒ The PHA-resident lease
- ☒ The PHA's Admissions and (Continued) Occupancy policy
- ☒ PHA briefing seminars or written materials
- ☒ Other source (list)
Orientation video

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- ☒ At an annual reexamination and lease renewal
- ☒ Any time family composition changes
- ☒ At family request for revision
- ☐ Other (list)

(6) Deconcentration and Income Mixing

a. ☒ Yes ☐ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. ☒ Yes ☐ No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

☐ Adoption of site-based waiting lists

If selected, list targeted developments below:

☐ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments

If selected, list targeted developments below:

☒ Employing new admission preferences at targeted developments

If selected, list targeted developments below: Scattered Site Units

☒ Other (list policies and developments targeted below)

Site based preferences for working families

Ceiling (flat) rents

Site-based preferences

d. ☒ Yes ☐ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

☒ Additional affirmative marketing

☒ Actions to improve the marketability of certain developments

☒ Adoption or adjustment of ceiling rents for certain developments

☐ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing

☒ Other (list below) Site-based preference

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

- ☐ Not applicable: results of analysis did not indicate a need for such efforts
☒ List (any applicable) developments below: All developments

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- ☒ Not applicable: results of analysis did not indicate a need for such efforts
☐ List (any applicable) developments below:

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- ☒ Criminal or drug-related activity only to the extent required by law or regulation
☐ Criminal and drug-related activity, more extensively than required by law or regulation
☐ More general screening than criminal and drug-related activity (list factors below)
☒ Other (list below) History of assistance provided by HAKC; debts owed to HAKC

b. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
HAKC's Department of Public Safety obtains criminal history information from local law enforcement agencies on all Section 8 and Public Housing applicants and submits to the Tenant Selection Department a monthly report indicating the number of applicants screened and the number rejected. The Tenant Selection Department maintains this information in compliance with the Todd Consent Decree.

- c. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- ☒ Criminal or drug-related activity
- ☒ Other (describe below) Name & telephone number of previous landlords

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- ☐ None
- ☐ Federal public housing
- ☒ Federal moderate rehabilitation
- ☐ Federal project-based certificate program
- ☒ Other federal or local program (list below)
Welfare to Work Program
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- ☒ PHA main administrative office
- ☒ Other (list below) selected public housing developments & selected sites in non-impacted areas of the City as well as any other or all places that Public Housing applications are received.

(3) Search Time

- a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below: Delay in obtaining utilities; corrections of HQS deficiencies; difficulties in locating an acceptable unit; disability.

(4) Admissions Preferences

- a. Income targeting
- ☒ Yes ☐ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☒ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☒ Victims of domestic violence
- ☒ Substandard housing
- ☒ Homelessness
- ☒ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☒ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☒ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☒ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

2 Date and Time

Former Federal preferences

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 1 Victims of domestic violence
- 1 Substandard housing
- 1 Homelessness
- 1 High rent burden

Other preferences (select all that apply)

- 1 Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- 1 Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- 1 Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- ☒ Date and time of application
- ☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)

- ☐ This preference has previously been reviewed and approved by HUD
- ☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- ☒ The PHA applies preferences within income tiers
- ☐ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- ☒ The Section 8 Administrative Plan

- ☒ Briefing sessions and written materials
☐ Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- ☒ Through published notices
☒ Other (list below) Public meetings & through advocacy groups.

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- ☐ The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- ☒ The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- ☒ \$0
☐ \$1-\$25
☐ \$26-\$50

2. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% than adjusted income

1. ☒ Yes ☐ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below: Flat rents based upon fair market rent for neighborhood areas where public housing units are located.

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- ☐ For the earned income of a previously unemployed household member
☐ For increases in earned income
☐ Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

☐ Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:

- ☐ For household heads
☐ For other family members
☐ For transportation expenses
☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families
☐ Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

- ☒ Yes for all developments
- ☐ Yes but only for some developments
- ☐ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- ☒ For all developments
- ☐ For all general occupancy developments (not elderly or disabled or elderly only)
- ☐ For specified general occupancy developments
- ☐ For certain parts of developments; e.g., the high-rise portion
- ☐ For certain size units; e.g., larger bedroom sizes
- ☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- ☒ Market comparability study
- ☒ Fair market rents (FMR)
- ☐ 95th percentile rents
- ☐ 75 percent of operating costs
- ☐ 100 percent of operating costs for general occupancy (family) developments
- ☐ Operating costs plus debt service
- ☐ The "rental value" of the unit
- ☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- ☐ Never
- ☐ At family option
- ☒ Any time the family experiences an income increase
- ☐ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
- ☒ Other (list below)

1.) A decrease in income.

- g. ☐ Yes ☒ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- ☒ The section 8 rent reasonableness study of comparable housing
☒ Survey of rents listed in local newspaper
☒ Survey of similar unassisted units in the neighborhood
☐ Other (list/describe below)

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies.

- a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☐ At or above 90% but below 100% of FMR
☐ 100% of FMR
☐ Above 100% but at or below 110% of FMR
☒ Above 110% of FMR (if HUD approved; describe circumstances below)
120% of FMR exception rents

- b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
☐ The PHA has chosen to serve additional families by lowering the payment standard

- ☐ Reflects market or submarket
- ☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level?
(select all that apply)

- ☒ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☒ Reflects market or submarket
- ☒ To increase housing options for families
- ☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- ☒ Annually
- ☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☒ Success rates of assisted families
- ☒ Rent burdens of assisted families
- ☐ Other (list below)

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- ☒ \$0
- ☐ \$1-\$25
- ☐ \$26-\$50

b. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- ☒ An organization chart showing the PHA's management structure and organization is attached.
- ☐ A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	1361	354
Section 8 Vouchers and Certificates	6946	1440
Section 8 Mod Rehab	413	70
Welfare to Work Program	700	20
Mainstream	100	24
Designated	200	36
Family unification	160	60
Conversions	419	0
Substantial rehab	48	0
New construction	122	0

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)
ACOP; HAKC Maintenance Policies & Procedures, 2001 Plan

(2) Section 8 Management: (list below)
HAKC Maintenance Policies & Procedures

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

A. Public Housing

1. ☒ Yes ☐ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below: Grievance officer must be member of legal community

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- ☒ PHA main administrative office
☒ PHA development management offices
☒ Other (list below) HAKC Family Learning & Development Center

B. Section 8 Tenant-Based Assistance

1. ☐ Yes ☒ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- ☒ PHA main administrative office
☐ Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

☒ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment B.

-or-

☐ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a. ☒ Yes ☐ No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

☒ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment B

-or-

☐ The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

- ☒ Yes ☐ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
- b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name: Guinotte Manor; Theron B. Watkins; Heritage House
2. Development (project) number: MO002-03; MO002-02; MO002-18
3. Status of grant: (select the statement that best describes the current status)
 - ☐ Revitalization Plan under development
 - ☐ Revitalization Plan submitted, pending approval
 - ☒ Revitalization Plan approved
 - ☐ Activities pursuant to an approved Revitalization Plan underway

- ☐ Yes ☒ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
- If yes, list development name/s below:

- ☒ Yes ☐ No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below:

Replacement Housing for Heritage House, MO002-18 now known as Cardinal Ridge.
Replacement Housing for scattered site units replacing 24 Theron B. Watkins units and 10 Heritage House units. Guinotte Manor

- ☒ Yes ☐ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?
- If yes, list developments or activities below: The revitalization and modernization of Chouteau Courts using bond proceeds.

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☒ Yes ☐ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

- ☐ Yes ☒ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

Demolition/Disposition Activity Description
1a. Development name: Guinotte Manor Phase III
1b. Development (project) number: 2-96-00-12-06
2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (September, 1997)
5. Number of units affected: 0
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 9/01/01 b. Projected end date of activity: 12/31/02

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. ☒ Yes ☐ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities

or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

- ☐ Yes ☒ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

Designation of Public Housing Activity Description
1a. Development name: Pemberton Heights
1b. Development (project) number: MO002-25
2. Designation type: Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA's Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>(11/12/97)</u>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 120
7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

Designation of Public Housing Activity Description

1a. Development name: Cardinal Ridge 1b. Development (project) number: MO002-18
2. Designation type: Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA's Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (06/01/99)
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 79 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

1. ☐ Yes ☒ No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description:

☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	
<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)	
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	
<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway	
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	
<input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)	

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☐ Yes ☒ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name:	
1b. Development (project) number:	
2. Federal Program authority:	
<input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)	
3. Application status: (select one)	
<input type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application	
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)	
5. Number of units affected:	
6. Coverage of action: (select one)	
<input type="checkbox"/> Part of the development <input type="checkbox"/> Total development	

B. Section 8 Tenant Based Assistance

1. ☒ Yes ☐ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

Program Description: The Section 8 Homeownership option is designed to promote and support homeownership by a “first-time”

homeowner – a family that moves for the first time from rental housing to a family-owned home. Section 8 payments supplement the family’s own income to facilitate the transition from rental to homeownership. The initial availability of these assistance payments helps the family pay the costs of homeownership and may provide additional assurance for a lender, so that the family can finance the purchase of the home.

The HAKC will restrict the program to “first-time” homeowners in an effort to direct assistance to “new” homeowners who may not be able to purchase a home without this assistance. In addition, the HAKC will not provide assistance for a family if any family member has previously received assistance under the homeownership option.

In addition to the items mentioned above, the Authority would monitor and prohibit certain forms of financing and determine whether or not the family can afford the proposed financing. Lastly, the Authority will calculate the homeownership housing assistance payment; advise the family of any deadlines on locating a home, conduct an initial Housing Quality Standards (HQS) Inspection and annually re-examine family income to make the proper adjustments to the amount of the monthly housing assistance payment.

The HAKC supports and believes in the opportunities that this type of program can provide. Our plan is to begin to administer the Homeownership Program through a “pilot group” that will consist of ten family participants. The HAKC hopes to identify these ten families and begin “pilot” testing by the end of December 2001. From this initial sample of ten families, the HAKC will be able to analyze the effectiveness of the program. When the pilot testing has been completed, the HAKC will explore the possibility of expanding the program to accommodate even more families.

3.

a. Size of Program

- ☒ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☒ 25 or fewer participants
- ☐ 26 - 50 participants
- ☐ 51 to 100 participants
- ☐ more than 100 participants

b. PHA-established eligibility criteria

- ☒ Yes ☐ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below: Undetermined at this time

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

- ☒ Yes ☐ No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? 10/29/96

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- ☒ Client referrals
- ☒ Information sharing regarding mutual clients (for rent determinations and otherwise)
- ☒ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- ☐ Jointly administer programs
- ☒ Partner to administer a HUD Welfare-to-Work voucher program
- ☐ Joint administration of other demonstration program
- ☐ Other (describe)

See Attachment J

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- ☒ Public housing rent determination policies
- ☒ Public housing admissions policies
- ☒ Section 8 admissions policies
- ☐ Preference in admission to section 8 for certain public housing families
- ☒ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- ☐ Preference/eligibility for public housing homeownership option participation
- ☒ Preference/eligibility for section 8 homeownership option participation
- ☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

- ☒ Yes ☐ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If "yes", complete the following table; if "no" skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
SEE ATTACHMENT E				

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2002 Estimate)	Actual Number of Participants (As of: 7/31/01)
Public Housing	0	221
Section 8	590	513

- b. ☐ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?
If no, list steps the PHA will take below: N/A

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- ☒ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- ☒ Informing residents of new policy on admission and reexamination
- ☒ Actively notifying residents of new policy at times in addition to admission and reexamination.
- ☒ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- ☒ Establishing a protocol for exchange of information with all appropriate TANF agencies
- ☐ Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937
--

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents

(select all that apply)

- ☐ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- ☐ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- ☒ Residents fearful for their safety and/or the safety of their children
- ☒ Observed lower-level crime, vandalism and/or graffiti
- ☒ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- ☒ Other (describe below) Average incidence of criminal activity.

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- ☒ Safety and security survey of residents
- ☒ Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- ☐ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- ☒ Resident reports
- ☒ PHA employee reports
- ☒ Police reports (when available)
- ☒ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- ☐ Other (describe below)

3. Which developments are most affected? (list below)

Chouteau Courts; Wayne Miner; West Bluff
Elderly: Dunbar Gardens, Pemberton Heights, Brush Creek Towers

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- ☐ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- ☐ Crime Prevention Through Environmental Design
- ☒ Activities targeted to at-risk youth, adults, or seniors
- ☒ Volunteer Resident Patrol/Block Watchers Program
- ☒ Other (describe below) Participation in anti-crime organizations such as COMBAT, on site community police program with weed and seed.

2. Which developments are most affected? (list below)

Riverview Gardens; West Bluff; Guinotte Manor; Theron B. Watkins; Brush Creek; Pemberton Heights.

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☒ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- ☒ Police provide crime data to housing authority staff for analysis and action
- ☒ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- ☐ Police regularly testify in and otherwise support eviction cases
- ☒ Police regularly meet with the PHA management and residents
- ☒ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- ☐ Other activities (list below)

2. Which developments are most affected? (list below)

Riverview Gardens; Guinotte Manor; Theron B. Watkins; Wayne Miner; Chouteau Courts; West Bluff.

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- ☒ Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- ☒ Yes ☐ No: Has the PHA included the PHDEP Plan for FY 2002 in this PHA Plan?
- ☒ Yes ☐ No: This PHDEP Plan is an Attachment. (Attachment I)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
2. ☒ Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
3. ☐ Yes ☒ No: Were there any findings as the result of that audit?
4. ☐ Yes ☐ No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? _____
5. ☐ Yes ☐ No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. ☒ Yes ☐ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
 - ☐ Not applicable
 - ☒ Private management
 - ☐ Development-based accounting

- ☐ Comprehensive stock assessment
☐ Other: (list below)

3. ☐ Yes ☒ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

See Attachment H: Annual Property Management Review Guide

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

Comments on the Annual Plan were solicited from Public Housing and Section 8 residents. Public housing resident comments are attached. Comments were also received from Section 8 Participants.

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

- ☒ Attached at Attachment F.
☐ Provided below:

3. In what manner did the PHA address those comments? (select all that apply)

- ☐ Considered comments, but determined that no changes to the PHA Plan were necessary.
☒ The PHA changed portions of the PHA Plan in response to comments
List changes below: see Attachment G.

- ☐ Other: (list below)

B. Description of Election process for Residents on the PHA Board

1. ☒ Yes ☐ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. ☐ Yes ☐ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)

- ☐ Candidates were nominated by resident and assisted family organizations
- ☐ Candidates could be nominated by any adult recipient of PHA assistance
- ☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
- ☐ Other: (describe)

b. Eligible candidates: (select one)

- ☐ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☐ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

c. Eligible voters: (select all that apply)

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☐ Other (list)

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: Kansas City, Missouri
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- ☐ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☐ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
- ☐ Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

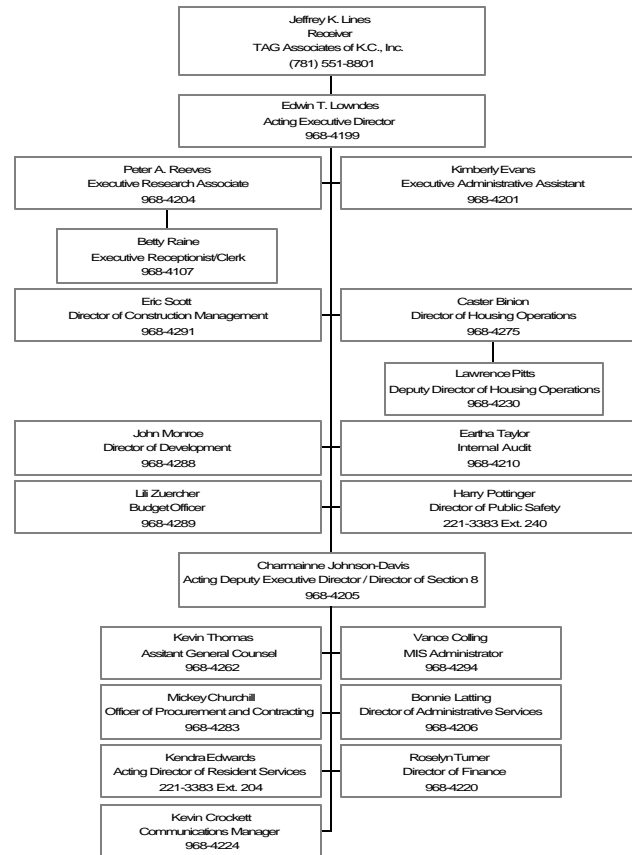
“Substantial deviation” or “significant amendment or modification” to the Annual and/or Five-Year Plans will be defined as any change made to policies, programs or budget allocations within those plans that requires posting, public comment, review and approval.

Attachments

Use this section to provide any additional attachments referenced in the Plans.



HAKC Senior Staff Organizational Chart



As of July 16, 2001

Resident Services Department Programs & Services 2001

PROGRAM NAME AND DESCRIPTION	ESTIMATED SIZE	ALLOCATION METHOD	ACCESS LOCALE	ELIGIBILITY
<u>Family Self-Sufficiency (FSS) Program</u> : Provide assistance with development of individual self-sufficiency plan; coordinate the provision of services; establish escrow account.	Maximum HUD size requirement: 590 Sec. 8 families (Until 3/2002)	Open enrollment	PHA Office; Family Development & Learning Center (FDLC)	Section 8 Family
<u>Childcare & Family Home Daycare Training</u> : Intensive classroom training, in-service training. In childcare setting; technical assistance in establishing home daycare business.	Up to 15 trainees over the next program year.	Open enrollment, with preference for FSS participants.	FDLC and LINC Office.	Public Housing and Section 8 residents.
<u>Section 3 Employment Assistance</u> : Outreach and recruitment of Public Housing & Section 8 residents for employment chances.	Appropriately 50 residents; dependent on # of construction and opportunities created by expenditure of funds by HAKC and other	Open recruitment and enrollment.	FDLC and various developments	PH, Sec. 8, & low-income residents

	governments.			
<u>Other Employment Assistance:</u> Work related assessment, job readiness classes, job development services, career counseling, skills training, placement and follow-up.	Cumulative estimate, inclusive of all services, but exclusive of Sec. 3 placements: 500	Open enrollment, with priority for HOPE VI residents.	FDLC, various developments, FEC offices.	All residents.
<u>Educational Services:</u> Adult Basic Education (ABE); workforce preparatory classes; GED preparation.	Open-ended enrollment based on availability of slots.	Open enrollment subject to school district requirements.	FDLC; operated by the Kansas City Metro. School District (KCMSD) ABE Program.	All residents
<u>Personal Computer Instruction:</u> Full range of instruction for computer-based employment; youth technology clubs; personal strategic planning for residents	Open enrollment, based on availability of slots.	Open enrollment, with priority for HOPE VI residents; employment related training a priority activity.	FDLC Computer Lab	All residents, with priority for HOPE VI residents.
<u>Youth Services:</u> Provide leadership and personal development services;	Estimated enrollment of 450 non-duplicated count of youth engaged in	Open to all HAKC Youth; 5 through 13 years of age for 4-H Program.	Clymer Community Center, FDLC, 4-H Program Sites; Boys &	Primarily HAKC Youth, with some low-income community youth.

educational, recreational, employment related, mentoring and supportive services.	various programs and activities.		Girls Club and PAL program locations.	
<u>Tenant Organizational Services/Tenant Liaison</u> : Provide training/technical assistance for development and maintenance of viable tenant organizations and authority-wide tenant association.	All members of tenant organizations and interested residents.	Open to all tenant leaders and other residents.	Office of Tenant Liaison at FDLC.	All residents.

Public Housing Drug Elimination Program Plan

Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.

Annual PHDEP Plan Table of Contents:

1. General Information/History
2. PHDEP Plan Goals/Budget
3. Milestones
4. Certifications

Section 1: General Information/History

A. Amount of PHDEP Grant: \$334,666

B. Eligibility type (Indicate with an "x") N1_____ N2_____ R: X

C. FFY in which funding is requested: 2001

D. Executive Summary of Annual PHDEP Plan:

The HAKC proposes continued funding of security and prevention programs currently in place. This decision is based on the demonstrated success of reduced drug-related crime in the past program year. Additionally, there is a need to solidify and institutionalize the agency's security program as large numbers of household continue to re-populate Re-vitalized HAKC family and senior / disabled developments.

E. Target Areas

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area.

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
Chouteau Courts (2-1)	140	108
Theron B. Watkins (2-2)	210	613
Guinotte Manor (2-3)	219	643
Wayne Miner (2-4)	74	339
Riverview Gardens (2-5)	232	621
West Bluff (2-8)	100	316
Brush Creek Towers (2-13)	135	128
Dunbar Gardens (2-14)	65	64
Pemberton Heights (2-14)	120	123
Villa Del Sol (2-34)	64	172
Scattered Sites (2-12)	46	62
Scattered Sites (2-23)	47	82
Scattered Sites (2-28)	39	122
Scattered Sites (2-29)	41	91
Scattered Sites (2-31)	26	97
Scattered Sites (2-93)	14	73
Total	1572	3654

F. Duration of Program

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an “x” to indicate the length of program by # of months. For “Other”, identify the # of months).

6 Months_____ 12 Months: X 18 Months_____ 24 Months_____ Other _____

G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an “x” by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. For grant extensions received, place “GE” in column or “W” for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995					
FY 1996	\$451,500	MO16DEP0020196	\$0	1/6 mo.	Closed
FY 1997	\$467,740	MO16DEP0020197	\$0	None	Closed
FY 1998	\$379,860	MO16DEP0020198	\$109,942	None	1/29/01
FY 1999	\$321,113	MO16DEP0020199	\$321,113	none	1/31/02

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.

FY ____ PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	\$35,000
9120 - Security Personnel	\$125,000
9130 - Employment of Investigators	\$162,793
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	\$13,387
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	\$46,853
TOTAL PHDEP FUNDING	\$383,033

C. PHDEP Plan Goals and Activities

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

9110 - Reimbursement of Law Enforcement					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/ Source)	Performance Indicators
1. Law Enforcement			1/2001	1/2002	\$35,000		
2.							
3.							

9120 - Security Personnel					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1.Security Patrols			1/2001	1/2002	\$125,000		Reduce drug activity and less disruption
2.							
3.							

9130 - Employment of Investigators					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Patrol and surveillance of development, and coordination of KCPD			1/2001	1/2002	\$81,397		Active check points, reduce incidence of crime in developments and surrounding communities
2. Assure that undesirable elements are prevented from leasing in the agency, screen for drug history			1/2001	1/2002	\$81,396		Less evictions of new tenants; more stable population.
3.							

9140 - Voluntary Tenant Patrol					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9150 - Physical Improvements					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9160 - Drug Prevention					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Education, recreation and group and individual counseling about negative effect of drugs and other controlled substances.	300	HAKC family youth, at-risk youth from surrounding communities.	1/2001	1/2002	15,387	100,000 Boys and Girls Club 45,000 PAL	Participation by youth and families in group discussion sessions. Reliable participation in recreational & education activities and events. Special events focusing on ill effects of drugs.
2.							
3.							

9170 - Drug Intervention					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9180 - Drug Treatment					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9190 - Other Program Costs					Total PHDEP Funds: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.Program Management			1/2001	1/2002	41,863	30,000 HOPE VI	Timely contracting; on-going monitoring; strong budget management
2. Outcomes Evaluation			6/2001	1/2002	5,000	15,000 HOPE VI	Development of evaluation model; data collection and analysis.
3.							

Section 3: Expenditure/Obligation Milestones

Indicate by Budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEP Plan Budget and Goals), the % of funds that will be expended (at least 25% of the total grant award) and obligated (at least 50% of the total grant award) within 12 months of grant execution.

Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110				
9120	Activity 1	40,160	Activity 1	80,320
9130	Activities 1,2	28,447	Activities 1, 2	56,893
9140				
9150				
9160	Activity 1	3,347	Activity 1	6694
9170				
9180				
9190	Activity 1	10,466	Activity 1	20,932
TOTAL		\$82,420		\$164,839

Section 4: Certifications

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the “PHA Certifications of Compliance with the PHA Plan and Related Regulations.”

HOUSING AUTHORITY OF KANSAS CITY, MISSOURI

FY 2002 ANNUAL PLAN

Resident Membership of the Governing Board

The United States District Court for the Western District of Missouri appointed TAG Associates of Kansas City, Inc. (TAG) as Receiver of the Housing Authority of Kansas City, Missouri effective September 6, 1994. The HAKC does not operate under the control of a board. For this reason, the HAKC does not have a Resident Member on a PHA Governing Board.

HOUSING AUTHORITY OF KANSAS CITY, MISSOURI

FY 2002 ANNUAL PLAN



Pet Policy Summary

The Housing Authority of Kansas City, Missouri (HAKC) will not discriminate against persons who reside in or apply for residence in federally assisted rental housing on the basis that such persons own or keep common household pets in their units.

All such animals which reside in developments for the elderly or for persons with disabilities are excluded from this policy, as are all such animals which visit these developments.

Scope: The policy applies to common household pets. This term includes only domesticated animals which are traditionally kept in the home for pleasure rather than commercial purposes. Common household pets include the following: dog, cat, bird, rodent (including a rabbit), fish or turtle. Common household pets do not include reptiles, except for turtles. This policy applies to all housing developments.

Each resident is permitted to own one four legged warm blooded pet. The pet shall not exceed at maturity thirty pounds in weight or eighteen to twenty-one inches shoulder height. All such pets must be spayed and neutered with documentation of this procedure available. All pets must also be registered with the HAKC prior to bringing said pets onto the development site.

Registration: Registrations must be updated annually. Inoculation records must be available, and signed by a licensed veterinarian. HAKC may refuse to register the pet under the following circumstances: the pet is not a common household pet, incomplete pet registration or that the resident would be unable to keep the pet in compliance with the pet rules and other lease obligations.

Each resident who owns or keeps a pet will be required to pay a refundable security deposit. The deposit will be used to only pay reasonable expenses directly attributable to the presence of the pet in the project for cost of repairs and replacements of the dwelling unit. The unused portion of the deposit will be returned to the resident within a reasonable time after the resident moves from the development or no longer keeps the pet in the unit.

Violation Procedures: Failure to correct the violation may result in an HAKC order to remove the pet or initiate procedures to terminate a resident's tenancy based upon a pet rule violation.

Public Housing Residents Council - Kansas City, Missouri 2001

Salutation	First	Last	Title	Organization	Address	City	State	Zip	Phone
Ms.	Connie	Flowers	Executive Director	Public Housing Residents Council (PHRC)	8232 N. Troost Ave	Kansas City	MO	64118	816-468-8409
Ms.	Belinda	Ramirez-Leon	President-Guinotte Manor	Public Housing Residents Council (PHRC)	1203 E. 4th St.	Kansas City	MO	64106	816-471-8339
Ms.	Angela	Turner	Vice President - Guinotte	Public Housing Residents Council (PHRC)	209 Tracy	Kansas City	MO	64106	816-474-4398
Ms.	Shawana	Long	Secretary - Guinotte	Public Housing Residents Council (PHRC)	200 Lydia	Kansas City	MO	64106	816-471-6941
Ms.	Deborah	White	Assistant Secretary-Guinotte	Public Housing Residents Council (PHRC)	407 Tracy	Kansas City	MO	64106	816-421-5254
Ms.	Martha	Allen	Treasurer - Guinotte	Public Housing Residents Council (PHRC)	208 Forest	Kansas City	MO	64106	816-842-7642
Mr.	Harold	Wheeler	President - Pemberton Heights	Public Housing Residents Council (PHRC)	3710 E.51st. St. #411	Kansas City	MO	64130	816-924-2615
Ms.	Charlene	Wilkes	Vice President - Pemberton Heights	Public Housing Residents Council (PHRC)	3710 E. 51st. St. #504	Kansas City	MO	64130	816-924-2491
Ms.	Lillian	Mitchell	Secretary-Pemberton Heights	Public Housing Residents Council (PHRC)	3710 E. 51st. St. #512	Kansas City	MO	64130	816-921-5844
Mr.	Henry	Richardson	Assistant Secretary - Pemberton Heights	Public Housing Residents Council (PHRC)	3710 E. 51st. St. #714	Kansas City	MO	64130	816-861-6740
Ms.	Barbara	Lockett	Treasurer - Pemberton Heights	Public Housing Residents Council (PHRC)	3710 E. 51st. St. #313	Kansas City	MO	64130	816-921-3328

Public Housing Residents Council - Kansas City, Missouri 2001

Salutation	First	Last	Title	Organization	Address	City	State	Zip	Phone
Ms.	Ira	Carter	President - Riverview Gardens	Public Housing Residents Council (PHRC)	1718 Missouri	Kansas City	MO	64106	816-471-2104
Mr.	William	Collins	Vice President - Riverview Gardens	Public Housing Residents Council (PHRC)	315 Highland	Kansas City	MO	64106	816-221-3567
Ms.	Sophia	Hill	Secretary - Riverview Gardens	Public Housing Residents Council (PHRC)	309 Paseo	Kansas City	MO	64106	No Phone #
Ms.	Charlene	Griswold	Assisatant Secretary - Riverview Gardens	Public Housing Residents Council (PHRC)	375 Highland	Kansas City	MO	64106	No Phone #
Ms.	Christine	Robinson	Treasurer - Riverview Gardens	Public Housing Residents Council (PHRC)	432 Highland	Kansas City	MO	64106	816-842-7784
Ms.	Maxann	Murphy	President - Scattered Sites	Public Housing Residents Council (PHRC)	11809 East 58th St.	Kansas City	MO	64133	816-356-4490
Ms.	Geri	Hughes	Vice-President - Scattered Sites	Public Housing Residents Council (PHRC)	1619 Cambridge	Kansas City	MO	64126	816-231-3247
Ms.	Mickie	Carter	Secretary - Scattered Sites	Public Housing Residents Council (PHRC)	226 W. 77th Terrace.	Kansas City	MO	64114	816-444-2529
Ms.	Pamela	McConnell	Assistant Secretary - Scattered Sites	Public Housing Residents Council (PHRC)	7433 Hunter Court	Kansas City	MO	64158	816-792-0648
Ms.	Helen	Clemons	Treasurer - Scattered Sites	Public Housing Residents Council (PHRC)	4211 Hardesty	Kansas City	MO	64130	816-924-4177

Public Housing Residents Council - Kansas City, Missouri 2001

Salutation	First	Last	Title	Organization	Address	City	State	Zip	Phone
Ms.	Debra	Watson	President - T.B. Watkins	Public Housing Residents Council (PHRC)	1305 Highland #1	Kansas City	MO	64106	816-471-6551
Mr.	George	Thomas	Vice President - T.B. Watkins	Public Housing Residents Council (PHRC)	1612 E. 12th St. Terr. #2	Kansas City	MO	64106	816-842-3664
Ms.	Marlet	King	Secretary - T.B. Watkins	Public Housing Residents Council (PHRC)	1324 Highland #7	Kansas City	MO	64106	816-471-1872
Ms.	Robin	Heard	Assistant Secretary - T.B. Watkins	Public Housing Residents Council (PHRC)	1328 Vine #2	Kansas City	MO	64106	816-527-0297
Ms.	Florene	Jones	Clymer Center Volunteer	Public Housing Residents Council (PHRC)	1607 East 12th St.	Kansas City	MO	64106	816-421-5837
Ms.	Twila	Jones	Treasurer - T.B. Watkins	Public Housing Residents Council (PHRC)	1317 Highland #8	Kansas City	MO	64106	816-471-5895
Ms.	Malanie	Lorthridge	President - West Bluff	Public Housing Residents Council (PHRC)	1303 West Bluff	Kansas City	MO	64108	816-471-1968
Ms.	Mary	Webb	Vice President - West Bluff	Public Housing Residents Council (PHRC)	1416 West Bluff	Kansas City	MO	64108	816-471-1908
Ms.	Lydia	Carrol	Secretary - West Bluff	Public Housing Residents Council (PHRC)	1430 West Bluff	Kansas City	MO	64108	816-421-0388
Ms.	Jessica	Washington	Assiatant Secretary - West Bluff	Public Housing Residents Council (PHRC)	1431 West Bluff	Kansas City	MO	64108	816-842-1615
Ms.	Victoria	Calderon	Treasurer - West Bluff	Public Housing Residents Council (PHRC)	1329 West Bluff	Kansas City	MO	64108	816-471-4218

Public Housing Residents Council - Kansas City, Missouri 2001

[illegible]

Public Housing Residents Council - Kansas City, Missouri 2001

Salutation	First	Last	Title	Organization	Address	City	State	Zip	Phone
		<p>Section 8 Participants – FY 2002 Plan:</p> <p>Allen Tate 2539 Norton KCMO 64127 (816) 674- 4533</p> <p>Carla Williams- Whitney 8422 Highland Ave. KCMO 64131 (816) 333- 6012</p> <p>Florence Benton 3901 East 58th Street KCMO 64130</p>							

**Housing Authority of Kansas City, Missouri
712 Broadway
Kansas City, Missouri 64105**

COMMUNITY SERVICE AND ECONOMIC SELF-SUFFICIENCY

Housing Authority Description and Information

RECEIVERSHIP – Effective September 6, 1994, the United States District Court for the Western District of Missouri appointed TAG Associates of Kansas City, as receiver of the Housing Authority of Kansas City (HAKC). The Receivership order mandates that TAG Associates, as Receiver, “...shall perform the contractual, legal, administrative and personnel...duties for the HAKC...” TAG is issuing this Request for Proposals in its capacity as Receiver.

PORTFOLIO - HAKC owns and operates over 1,500 units of conventional units and 173 scattered site units of Public Housing in multifamily and single-family sites throughout the city and provides rental assistance subsidies to approximately 5,500 households under the Section 8 Housing Assistance Payment Program. The agency has an annual operating budget of \$5 million, receives approximately \$3.3 million in annual comprehensive grant program allocations and maintains funding awards for the HOPE VI and the Public Housing Development Programs. HAKC also funds and manages a variety of social service and economic development programs for its residents. HUD recently classified HAKC as a “High Performer” under the Public Housing Management Assessment Program.

Background

The purpose of the Community Service and Economic Self-Sufficiency policy is to encourage HAKC residents to participate in work or work-related activities such as education, job training and community service work. Thus, in accordance with the Quality Housing and Work Responsibility Act of 1998, all HAKC adult residents 18 years of age and older (including non-heads of households) residing in public housing developments, which include scattered sites, must perform one of the following activities:

- Contribute 8 hours per month of community service, which does not include political activities; or
- Participate in an economic self-sufficiency program, such as FSS, education or job training, for 8 hours per month; or

- Be employed for at least eight hours per month.

The HAKC offers the following estimates, as related to this project:

- 1200 occupied households
- 3000 household members
- 1800 exempt (elderly/under 18)
- 1200 non-exempt
- Of the 1200 non-exempt:
 - 30% working
 - 12% TANF
 - 500 perform community service

Effective January 1, 2001, performance of such activities is mandatory. The HAKC may not renew the leases of individuals who fail to comply with this requirement. While HAKC residents are responsible for complying with the community service and economic self-sufficiency requirement, the contractor's role will be to aid residents needing additional assistance, and to disseminate information to all residents. The successful respondent will be contractually obligated to service up to **500** residents with one-on-one community service linkage services, and to service the remainder of residents through informational group gatherings, postings at developments, or similar general activities. Of these **500** residents, the respondent should give first preference for assistance to persons who have been unemployed for significant periods of time (and therefore have more barriers to employment).

Further information on the Housing Authority's Community Service and Economic Self-Sufficiency Policy can be found in Section 11 of the HAKC's Revised Admissions and Continued Occupancy Policy (ACOP).

Definitions

Community is defined as the development at which a HAKC resident lives and the development's surrounding neighborhood.

Community service is the performance of voluntary work of duties in the public benefit that serve to improve the quality of life, enhance resident self-sufficiency, and/or increase the self-responsibility of the resident within the community in which he or she resides. A waiver may be granted to individuals who desire to perform community service in the greater Kansas City community at-large, provided no community service opportunities or activities are available in the individual's community. Political activity is not considered community service.

An economic self-sufficiency program is defined as any program designed to encourage, assist, train or facilitate the economic independence of participants and their families or to provide work for participants.

HAKC Implementation of Community Service Requirements (2001)

In preparation for compliance with revised section 12 (c) of the U.S. Housing Act of 1937 regarding community service requirement for public housing residents, HAKC has issued a Request For Proposals (RFP) entitled the **Community Service and Self-Sufficiency Plan**.

The solicitation sought proposals from qualified applicants to operate the community service program in FY2001. The RFP was issued September 18, 2000, with responses received on October 16, 2000. HAKC anticipates issuing an award by November 1, 2000.

The RFP required that competitive respondents submit performance-based proposals predicated on a per-unit payment schedule. The RFP review process also gave considerable weight to the respondent's Section 3 Plan.

The Community Service and Economic Self-Sufficiency contract was awarded to Della C. Lamb Community Services in partnership with the Public Housing Residents Council (PHRC). The HAKC estimates that 500 residents will perform community services. To date, we have had a total of 124 resident responses. They are as follows:

- 78 were compliant
- 37 were Non-compliant
- Nine were exempt

Currently, Della C. Lamb Community Services is in the process of interviewing residents to conduct the necessary outreach associated with the program.

Julie E. Levin
Managing Attorney
Legal Aid of Western Missouri
1125 Grand Boulevard, Suite 1900
Kansas City, MO 64106

October 18, 2001

RE: Response to questions and comments regarding HAKC's Draft Annual Plan for FY 2001-2002

Dear Mrs. Levin:

We have received your comments and questions regarding the HAKC's Draft Annual Plan for FY 2001-2002. Subsequently, we offer the following answers to your questions and concerns:

1. Request to identify the documents for the HAKC's Fair Housing Program: Within the last year, the HAKC Internal Audit Department has performed several administrative reviews to ensure that fair housing practices were upheld within HAKC programs. These reviews included investigations in areas concerning program ineligibility, violations, criminal activity, fraud cases and the time required to find a Section 8 unit as stated in the Administrative Plan. In addition to these investigations, the HAKC continues to provide Section 8 tenants with general information on units outside of areas of poverty and markets the Section 8 program to owners outside of poverty impacted areas. The Housing Authority also refers Section 8 clients to the Housing Information Center for assistance. Lastly, the HAKC has also promoted and marketed its housing programs through other means such as briefings given by Myers and Associates and by distributing various brochures and information guides on available programs.
2. Request to identify the documents related to Public Housing deconcentration and income mixing: The Department of Housing Operations conducted a Deconcentration and Mixed Income report in May of 2000, and this report was published as part of the May 2000 HAKC Monthly Report. The Department of Housing Operations is also in the process of conducting an analysis for the year 2001. This report should be available by mid November and will be forwarded to your office when it has been completed.

3. Annual Plan references to former federal preferences: The preference that you are referring to is found in the HAKC's Admission and Continued Occupancy Plan (ACOP) in Section 6-14. The preference states that until 40% of occupied units in public housing are occupied by working families, 60 % of applicants on the HAKC waiting list will be selected from preference category #1. After such occupancy is reached, not more than 50% of applicants housed by HAKC on an annual basis will be selected from preference category #1. In the FY 2002 Annual Plan, this preference is now listed as #1 under the former federal preference section as listed on the bottom of page 19.
4. Request for an explanation of the changes or other policies that were developed based on the results of the analysis of the need for deconcentration of poverty and income mixing: As stated in Attachment "A", this resolution was approved in 1999. All statements found in the FY 2002 Plan regarding this issue are detailed in the resolution found in Attachment "A". Moreover, there have been no changes or other policies developed since this resolution was approved in 1999.
5. Request for the notice that is provided to prospective tenants advising them that this information is shared with prospective landlords: Prospective tenants are verbally advised during a briefing that HAKC provides the telephone number and criminal or drug activity information to perspective Section 8 landlords as required by law. The notice of this procedure is found under #3, page 24, of the HAKC's Section 8 Housing Choice Voucher Program Briefing Packet.
6. Question on where an interested person may apply for for admission to Section 8 tenant based assistance: The response of "anyone who applies for public housing is automatically placed on the Section 8 waiting list" is true but does not answer the question of *where* an interested person may apply. In bringing this to our attention, on page 23, B (2) now states: "selected public housing developments, selected sites in non-impacted areas of the City and any or all places where Public Housing applications are taken.
7. Question regarding reporting changes in income: law that residents report an increase or decrease in income as soon as it happens requires it. Subsequently, the adjustment to rent may not occur until it is time to conduct the annual re-certification. It is not accurate to assume that a rent adjustment will occur as soon as it is reported to the HAKC.

Ms. Levin
October 18, 2001
Page 3

8. Question regarding the Phase III Disposition of Guinotte Manor: In reference to Paragraph A (6) of the Guinotte Manor Cooperative Agreement, the term "disposition" does not necessarily mean that a sale will take place. The term "disposition" includes the sale of the property, a long-term lease or such other disposition as approved at a later time. We indicated disposition in the FY 2002 Annual Plan because the HAKC and Guinotte Manor Tenants Association (GMTA) agreed in the Guinotte Manor Cooperative Agreement that the HAKC would dispose of the Phase III area. The exact means of the disposition has not been determined.
9. Request to place an "X" on page 37: In section A, question 1, the directions state that if the question is answered as "no" then you are to proceed to component 11 which is found on page 38. Since the HAKC has chosen "no" as the answer to this question, there is no requirement to answer section A question 3.
10. Request to place West Bluff under the crime prevention section regarding developments that were affected the most: In reviewing your request, HAKC has removed Wayne Miner and Chouteau Courts from this section due to the ongoing renovations and reconstructive efforts at those locations. West Bluff was inadvertently omitted and is now listed as a development that is most affected.
11. Section 8 Resident Participant Review: This plan was distributed to three Section 8 participants for review and handwritten comments were received. The statement of "No comments were received from Section 8 residents" was an oversight and has been omitted from the plan. The comments received from Section 8 residents can be made available to you for your review.
12. Section 8 Participation on the Resident Advisory Board: The HAKC Resident Services Department solicited participants of the Section 8 program to provide feedback and comments for this plan. As per your request, we will ensure in the future that these participants interact and meet with the PHRC so that the plan can be reviewed as a single entity.

Thank you for your time in reading our response, and please let us know if we can assist you further.

Sincerely

Edwin T. Lowndes
Acting Executive Director

Ms. Levin
October 18, 2001
Page 4

Enclosures
cc: Jeffrey Lines, Receiver
Public Housing Resident Council

INTER-OFFICE MEMO**HOUSING AUTHORITY
OF KANSAS CITY,
MISSOURI**

DATE: October 24, 2001

TO: Edwin Lowndes, Acting Executive Director

FROM: Peter A. Reeves, Executive Assistant

SUBJECT:

Resolution authorizing the approval and ratification of the Housing Authority of Kansas City Missouri's Fiscal Year 2002 Annual Plan. The PHA Annual Plan is a comprehensive guide to public housing agency (PHA) policies, programs, operations, and strategies for meeting local housing needs and goals. The Annual Plan also incorporates the HAKC's Five Year Capital Plan as found in attachment "B". This plan must be submitted to HUD on an annual basis.

Recommended Action:

It is recommended that the Receiver of the Housing Authority of Kansas City, Missouri approve and ratify the FY 2002 Annual Plan at this time so it may be formally submitted to HUD in its entirety via electronic means and hard copy format.

Funding and Approvals:

No funding is needed for this resolution.

Chronology of Events:

- The HAKC began to prepare the initial draft of the FY 2002 Plan in late April of 2001.
- The Director of Construction Management prepared the Five Year Capital Plan at the same time the FY 2002 Annual Plan was being drafted.
- During this stage of developing the plan, housing data statistics were gathered from the Department of Housing Operations, the Section 8 Department and from the City of Kansas City Missouri's 2001 Consolidated Plan.
- The plan was presented to all developments on site and to representatives of scattered sites at the Family Development and Learning Center (FDLC) in July and August. All comments were noted and several changes were incorporated into the plan.

- The Acting Executive Director reviewed an initial draft of the plan on August 22, 2001.
- The draft of the plan was forwarded to the Receiver during the last week of August 2001. Comments were received on September 4, and all changes were incorporated into the plan.
- Copies of the draft plan were posted in each HAKC development for a period of 45 days.
- A draft copy of the FY 2002 Annual Plan was forwarded to the City of Kansas City Mayor's office for review on October 1st, 2001.
- Three Section 8 participants were solicited by the Resident Services Department. Comments were received, and changes were made where appropriate.
- Eighteen copies (18) of the draft plan were mailed from the HAKC to all resident leaders of the Public Housing Residents Council (PHRC). The PHRC met on October 3rd, 2001 and comments were received from Legal Aid on October 15th, 2001. All comments and changes were made where appropriate.
- Signed letters of consistency in respect to the City's Consolidated Plan for 2001 were received from the Department of Housing and Community Development and the Mayor's Office.
- The FY 2002 Annual Plan was submitted to HUD via electronic means with the footnote that the final ratified plan would be submitted after full approval by the Receiver of the HAKC. The plan will be submitted via hardcopy to the local HUD field office.
- It is recommended that the Receiver approve and fully ratify the FY 2002 Annual Plan at this time.

Justification:

This resolution will allow the FY 2002 Annual Plan to be formally submitted to HUD as required each year. For Public Housing Agencies that have a Fiscal Year beginning January 1st, the plan is due to HUD on October 18, 2001.

Sources and Uses Statement for HAKC proposed five year capital plan to be submitted 10/18/01.

Sources	502/2001	503/2002	504/2003	505/2004	506/2005	507/2006	Total
Loan related income (A)	4,141,426	200,720	105,000				4,447,146
Use of Cash Reserves (B)	100,000						100,000
CFP receipts each 4th quarter (C)	3,060,475	3,060,475	3,060,475	3,060,475	3,060,475	3,060,475	18,362,850
Carry over from CGP 708 & 709 (D)	3,885,716						3,885,716
HOPE VI funds from 1996 grant (E)	1,900,010						1,900,010
Heritage House sale proceeds (F)	435,000						435,000
11B Section 8 bond proceeds (G)		370,000					370,000
Total Sources	13,522,627	3,631,195	3,165,475	3,060,475	3,060,475	3,060,475	29,500,722

Uses	502/2001	503/2002	504/2003	505/2004	506/2005	507/2006	Total
HAKC wide activities	816,937	870,499	1,587,283	1,551,832	1,552,774	1,552,324	7,931,649
West Bluff	41,650	190,150	37,403	37,403	37,403	47,403	391,412
Theron B. Watkins	53,500	93,500	79,340	79,340	79,340	209,340	594,360
Dunbar Gardens	154,506	33,000	34,807	34,807	34,807	18,057	309,984
Brush Creek Towers	563,038	305,380	482,826	207,226	207,226	135,726	1,901,422
Chouteau Courts (H)	4,001,011	0	51,004	51,004	51,004	101,004	4,255,027
Riverview Gardens	59,200	103,200	87,652	87,652	87,652	117,652	543,008
Pemberton	266,625	486,300	39,537	54,537	33,337	71,337	951,673
Wayne Miner (I)	6,174,916	0	26,245	27,958	27,958	27,958	6,285,035
Scattered Sites	741,878	394,000	177,672	191,672	191,672	191,672	1,888,566
Guinotte Manor	76,650	76,650	82,740	82,740	82,740	82,740	484,260
Total Capital Fund Expenses (J)	12,949,911	2,552,679	2,686,509	2,406,171	2,385,913	2,555,213	25,536,396
Debt Service for bond retirement/ loan cost (K)	342,146	684,292	684,292	684,292	684,292	684,292	3,763,606
Debt Service Reserve	200,720						
Total Uses	13,492,777	3,236,971	3,370,801	3,090,463	3,070,205	3,239,505	29,300,002
Balance	29,850	394,224	(205,326)	(29,988)	(9,730)	(179,030)	0
Cumulative balance	29,850	424,074	218,748	188,760	179,030	0	

Public Housing Wide Activities	501/2001	502/2002	503/2003	504/2004	505/2005	506/2006	Total
Operating Costs (1406)	0	0	369,124	369,124	369,124	369,124	1,476,496

Update alarm/CCTV system (1408)	5,000	0	0	0	0	0	5,000
Receivership Admin. & Exec. Initiatives (1408)	200,000	200,000	200,000	200,000	200,000	200,000	1,200,000
Acquire Agency Office Space (rent) (1408)	88,000	105,451	105,451	120,000	120,942	120,492	660,336
Staff Training (1408)	25,000	25,000	25,000	25,000	25,000	25,000	150,000
MIS software upgrade (1408)	75,000	75,000	75,000	75,000	75,000	75,000	450,000
Resident Employment Opportunities (1408)	45,000	45,000	45,000	45,000	45,000	45,000	270,000
Sundry (1408)	35,000	35,000	35,000	35,000	35,000	35,000	210,000
Nontechnical salaries and benefits (1410)	264,937	306,048	306,048	306,048	306,048	306,048	1,795,177
Capital Assessment for HAKC (1430)	0	0	50,000	0	0		50,000
Project Management Staffing (1430)	0	0	297,660	297,660	297,660	297,660	1,190,640
Maintenance Equipment (1475)	4,000	4,000	4,000	4,000	4,000	4,000	24,000
Office Equipment (1475)	75,000	75,000	75,000	75,000	75,000	75,000	450,000
Total	816,937	870,499	1,587,283	1,551,832	1,552,774	1,552,324	7,931,649

Capital Funds available for developments

	FYs 2001	FY 2002	FY 2003	FY 2004	FY 2005	FY 2006	Total
Capital fund for 2001- 2006	3,060,475	3,060,475	3,060,475	3,060,475	3,060,475	3,060,475	18,362,850
Operating cost (1406) begin 2003 at 10% (20%	0	0	(369,124)	(369,124)	(369,124)	(369,124)	(1,476,496)
HAKC MIP (1408) expenses @ 16% (20% limi	(473,000)	(485,451)	(485,451)	(500,000)	(500,942)	(500,492)	(2,945,336)
Salaries and benefits (1410) at 10% (10% limit)	(264,937)	(306,048)	(306,048)	(306,048)	(306,048)	(306,048)	(1,795,177)
Project Mgmt. Staffing (1430) begins 2003 at 9	0		(297,660)	(297,660)	(297,660)	(297,660)	(1,190,640)
Capital Needs assessment (1430)	0	0	(50,000)	0	0	0	(50,000)
Non-dwelling equipment @ 2.6% (1475)	(79,000)	(79,000)	(79,000)	(79,000)	(79,000)	(79,000)	(474,000)
Debt Service @ 20.5%	(342,146)	(684,292)	(684,292)	(684,292)	(684,292)	(684,292)	(3,763,606)
Balance available for developments	1,901,392	1,505,684	788,900	824,351	823,409	823,859	6,667,595

Total proposed new projects (2001 - 2006) 1,248,100

West Bluff (99 units)	501/2001	502/2002	503/2003	504/2004	505/2005	506/2006	Total
Provide space for inventory & Mtnce						10,000	10,000
Hardwire smoke detectors	25,000						25,000
Improve play grounds w/ more equipment		10,000					10,000

Other (Build volley ball court for youth)		10,500					10,500
Other (Winterize exterior doors)*		20,000					20,000
Replacement upgrades	1,650	34,650	34,650	34,650	34,650	34,650	174,900
Comprehensive drainage assessment	15,000	0	0	0	0		15,000
Replace shingles on gabled roofs		85,000					85,000
Landscaping and tree trimming			2,753	2,753	2,753	2,753	11,012
Make drainage repairs as assessed		30,000					30,000
Total	41,650	190,150	37,403	37,403	37,403	47,403	391,412

* Weather stripping

Theron B. Watkins (210 units)	501/2001	502/2002	503/2003	504/2004	505/2005	506/2006	Total
Assess landscaping needs to stop erosion	5,000						5,000
Implement identified erosion controls		50,000					50,000
Add lighting as needed in common areas	25,000						25,000
Paint hand rails and stair wells & seal steps						100,000	100,000
Seal wood landings		20,000					20,000
Install restroom & shower in Mtnce shop	10,000						10,000
Connect brick pillars to bldg.. W/fencing			10,000				10,000
Other (Sound & heat insulation)*							0
Replacement upgrade	13,500	23,500	63,500	73,500	73,500	103,500	351,000
Landscaping and tree trimming	0	0	5,840	5,840	5,840	5,840	23,360
Total	53,500	93,500	79,340	79,340	79,340	209,340	594,360

* The outer walls are already filled with insulation for temperature control. The sound is transmitted from upper floors to lower ones through the piping in soffits, which are completely filled with no room for insulation. HAKC will explore the possibility of sound reducing materials. However, until they are found the use of carpeting or rugs could help.

Dunbar Gardens (65 units)	501/2001	502/2002	503/2003	504/2004	505/2005	506/2006	Total
Replacement upgrade	16,250	16,250	16,250	16,250	16,250	16,250	81,250
Exterior wall repairs	100,000	0	0	0	0		100,000
Modernize bathrooms	16,750	16,750	16,750	16,750	16,750		83,750
Replace remaining stoves and refrigerators (24	18,000	0	0	0	0		18,000
Landscaping and tree trimming	0	0	1,807	1,807	1,807	1,807	5,421

A&E	3,506						3,506
Total	154,506	33,000	34,807	34,807	34,807	18,057	291,927

Brush Creek (134 units)	501/2001	502/2002	503/2003	504/2004	505/2005	506/2006	Total
Replace all coils, cages, fans & therms	160,800						160,800
Resurface driveways as sited by PHAS		5,000					5,000
Replace all electrical circuit breaker panels		93,800					93,800
Replace soffits with dropped ceiling						10,000	10,000
Replace corroded cast iron sewer mains						50,000	50,000
Replace all storm doors						33,500	33,500
Bring inside handrails up to code	120,000						120,000
Replace exterior handrails	12,000						12,000
Renovate food pantry, shelving, lighting, sink, appl						5,000	5,000
Replace trash compactor		10,000					10,000
Modernize laundry rooms	6,000						6,000
Replace chiller (not until 2003)			260,000				260,000
Other (Sliding gate for parking lot)		5,000					5,000
Other (Paint outside of building)*							0
Repairs to electrical panels	30,000	0	0	0	0		30,000
Insulate outside plumbing from freezing	20,000	0	0	0	0		20,000
Install new locking system	25,000	0	0	0	0		25,000
Elevator assessment and repair	15,000	65,000	0	0	0		80,000
Annunciator	70,000	0	0	0	0		70,000
Building joint repairs	20,000	20,000	20,000	20,000	20,000		100,000
Evaluate HVAC system & make repairs	20,000	60,000	0	0	0		80,000
Replace stoves and refrigerators	33,500	33,500	0	0	0		67,000
Modernize kitchens and bathrooms (43 units /y	0	0	150,000	150,000	150,000		450,000
Replacement upgrade	0	0	33,500	33,500	33,500	33,500	134,000
Brush Creek continued on next page							
Brush Creek continued	501/2001	502/2002	503/2003	504/2004	505/2005	506/2006	Total
landscaping and tree trimming	0	0	3,726	3,726	3,726	3,726	14,904
A&E	30,738	13,080	15,600				59,418
Total	563,038	305,380	482,826	207,226	207,226	135,726	1,901,422

* The suggestion to paint was only for looks and not all residents were in agreement with the suggestion.

Chouteau Courts (135 units) (L)	501/2001	502/2002	503/2003	504/2004	505/2005	506/2006	Total
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Admin. office & community room improvements						50,000	50,000
Modernization including apartment conversions							
relocation of maintenance, replacement of steps	2,913,343						2,913,343
mudjacking, plumbing, replacing retaining wall	188,275						188,275
and constructing youth center	244,836	0	0	0	0		244,836
Construction Contingency	330,846	0	0	0	0		330,846
Relocation & abatement	79,911						79,911
Replacement upgrade	0	0	47,250	47,250	47,250	47,250	189,000
Landscaping and tree trimming	0	0	3,754	3,754	3,754	3,754	15,016
A&E Fees	243,800	0	0	0	0		243,800
Total	4,001,011	0	51,004	51,004	51,004	101,004	4,255,027

Riverview Gardens (232 units)	501/2001	502/2002	503/2003	504/2004	505/2005	506/2006	Total
Seal wood decks		22,000					22,000
Install handrail on outside stairs in lawn	5,000						5,000
Recoat & seal and light basketball court						10,000	10,000
Install concrete pads around benches and build							0
retailing walls around pads to stop erosion						20,000	20,000
Other (Add insulation in outside walls)*							0
Landscaping and tree trimming	0	0	6,452	6,452	6,452	6,452	25,808
Replacement upgrade	54,200	81,200	81,200	81,200	81,200	81,200	460,200
Total	59,200	103,200	87,652	87,652	87,652	117,652	543,008

* HAKC has requested an engineer to examine whether there is an insulation problem in the outer walls of Riverview, how it could be remedied if there is problem and what it would cost to fix. Depending on the affordability of the number this can be added in future years as a project.

Pemberton (120 units)	501/2001	502/2002	503/2003	504/2004	505/2005	506/2006	Total
Resurface walls in trash compactor room						8,000	8,000
Replace al defective thermostats	12,000						12,000
Add protective stop for front canopy						10,000	10,000
Install intercom system		45,000					45,000
Lower fire alarm pulls to comply w/ ADA	4,000						4,000
Replace compactor		10,000					10,000
Paint hallways						20,000	20,000
Other (Repair hall security cameras)*			5,000				5,000
Plumbing Assessment	15,000	0	0	0	0		15,000

Plumbing repairs identified in assessment	0	20,000	20,000	20,000	0		60,000
Repair back up drainage	10,000	0	0	0	0		10,000
Closet door replacement	20,000	0	0	0	0		20,000
New door locking system	73,000	0	0	0	0		73,000
Replace stoves and refrigerators	59,295	0	0	0	0		59,295
Replace kitchen cabinets and counter tops	40,000	45,000	0	0	0		85,000
Elevator assessment	5,000	0	0	0	0		5,000
Elevator repairs		45,000	0	0	0		45,000
Assess HVAC system	10,000	60,000	0	0	0		70,000
Replace chillers & pump cooling tower		246,500	0	0	0		246,500
landscaping and tree trimming	0	0	3,337	3,337	3,337	3,337	13,348
Replacement upgrade	0	10,000	10,000	30,000	30,000	30,000	110,000
A&E	18,330	4,800	1,200	1,200			25,530
Total	266,625	486,300	39,537	54,537	33,337	71,337	951,673

* Some of the current security cameras repairing

Wayne Minor (74 units)	501/2001	502/2002	503/2003	504/2004	505/2005	506/2006	Total
Modernization of all units with contingency	5,900,416	0	0	0	0		5,900,416
Relocation	24,500						24,500
A&E	250,000						250,000
Replacement upgrade	0	0	24,187	25,900	25,900	25,900	101,887
Landscaping and tree trimming	0	0	2,058	2,058	2,058	2,058	8,232
Total	6,174,916	0	26,245	27,958	27,958	27,958	6,285,035

Scattered Sites (510 units by 2004)	501/2001	502/2002	503/2003	504/2004	505/2005	506/2006	Total
Other (Storm and screen doors)*		30,000	30,000	30,000	30,000	30,000	120,000
Other (Fencing)**							0
Appliances	24,000	8,000	0	0	0		32,000
Construction Management	36,000	0	0	0	0		36,000
Relocation	20,000	0	0	0	0		20,000
Environmental Consulting	20,000	0	0	0	0		20,000
Comprehensive Modernization	641,878	356,000	0	0	0		997,878
Replacement Upgrade)	0	0	134,500	148,500	148,500	148,500	431,500
Landscaping & tree trimming at	0	0	13,172	13,172	13,172	13,172	39,516
Total	741,878	394,000	177,672	191,672	191,672	191,672	1,696,894

*Repair as needed

** Fencing can be included on an individual basis as needed from the Replacment Upgrade line item.

Guinotte Manor (219 units)	501/2001	502/2002	503/2003	504/2004	505/2005	506/2006	Total
Other (Build outside basketball court)*							0
Erosion control focusing on plantings	15,000						15,000
Landscaping and tree trimming	0	0	6,090	6,090	6,090	6,090	24,360
Replacement upgrade	61,650	76,650	76,650	76,650	76,650	76,650	444,900
Total	76,650	76,650	82,740	82,740	82,740	82,740	484,260

* Basketball courts attract crime. However, other outside recreation activities should be considered both at Garrison and behind units at 4th and Troost.

Foot Notes:

(A-1) Loan proceeds are \$4,141,426. The \$141,426 is for debt service reserve.

(A-2) \$200,720 is the balance needed from CFP funds to add to the \$141,426 above to provide a security deposit equal to a semi-annual payment.

(A-3) The \$105,000 is the expected earning from the arbitrage interest on the unborrowed balance of the loan.

(B) \$100,000 of cash reserves is needed to provide funds for award of the low bid for the base contract improvements at Wayne Miner.

(C) \$3,060,475 is the FY2001 CFP allocation and is the estimated receipt in the 4th quarter each year for the duration of the loan.

(D) \$3,885,716 is the remaining balance from CGP 7-8 and CFP 501 available to be obligated.

(E) \$1,900,010 is the amount of CGP funds spent at TB Watkins to be replaced by an equal amount of URD 96 funds, thus freeing that amount to be spent on Wayne Miner

- (F) \$435,000 is the remaining balance of proceeds from the sale of Heritage House
- (G) \$370,000 is the interest due to HAKC from Section 8 bond sales which mature in FY 2002.
- (H) \$4,001,011 is the total construction budget for Chouteau Courts which is to be completely financed by the .
\$4,000,000 bond sale.
- (I) The Wayne Miner construction budget is being funded from a combination of \$100,000 of cash reserves, \$1,900,010 of recovered CGP funds previously spent on TB Watkins, \$474,000 of unspent CGP funds budgeted for previously spent on TB Watkins, \$474,000 of unspent CGP funds budgeted for FY 2000 and the balance from unexpended funds from CGP 708 and CFP 501 funds.
- (J) Total Operating Expenses include Replacement Upgrade funds budgeted at \$350 per year per family development unit, and \$250 per year per senior development unit. Also included are Tree Trimming and Landscaping funds budgeted at \$28 per year per dwelling unit. A category of "Other" appears in each development to allow for resident input. Any expenses added during public comment will have to be deducted from, or traded with those already identified.
- (K) The \$4,000,000 loan is to be repaid over seven years. The debt service is shown here at 5% but is expected to be less than 4.85%. Debt service payments will extend from mid-2001 to mid-2008 and will total \$4,790,044
- (L) See page 9 for detailed Chouteau Courts Budget.

Chouteau Courts detailed construction budget:

Modernization, including apartment conversions (from 1 bedroom to 2 bedrooms) the relocation of the Maintenance facilities on-site and the replacement of all exterior stairways.	2,913,343
Mudjacking building to eliminate cracking, replacement of broken plumbing pipes and replacing leaning retaining wall.	188,275
Converting existing maintenance facilities into on-site youth center	244,836
Construction contingency.	330,846
Relocation	19,600

Abatement

60,311

A&E Fees

243,800

TOTAL

\$4,001,011